

MEDICAID HOME AND COMMUNITY-BASED WAIVER
SCOPE OF SERVICES
FOR
ADULT DAY HEALTH CARE TRANSPORTATION

- A. Adult Day Health Care (ADHC) Transportation service is available to participants authorized for the ADHC service through a Medicaid Home and Community-Based waiver who reside within fifteen (15) miles of the ADHC center. This service will be provided using the most direct route, door to door, from the center to the participant's place of residence or other location as agreed to by the provider and as indicated on the service authorization. The service must be prior authorized by the Medicaid Home and Community-Based waiver case manager/service coordinator.
- B. ADHC Transportation service must be provided in an enclosed vehicle with adequate ventilation, heat and air conditioning, with provision for wheelchair bound and ambulatory participants as needed. ADHC Transportation does not include ambulance transportation, even when medically necessary.
- C. Providers who are directly providing transportation to participants will provide assistance to the participant from the door of the participant's residence to the vehicle and from the vehicle to the door of the participant's residence or other location as agreed to by the provider and as indicated on the service authorization.
- D. Transportation services are reimbursable only when provided to and from the ADHC center. For example, if the participant rides to the ADHC center with a family member and the ADHC center transports the participant home in the afternoon, reimbursement for the transportation service is not allowed.
- E. Authorization for ADHC Transportation will be separate from the ADHC authorization.
- F. Services provided prior to the Medicaid authorization date are not reimbursable.
- G. The Provider is required to complete a Mode of Transportation form indicating the number of miles the participant lives from the center. If it is determined that the participant is within fifteen (15) miles of the center, the Provider is required to notify the case manager that an authorization is needed for ADHC Transportation.
 - 1. The Provider is required to maintain verification of the mileage to a participant's home in the participant's record, such as a Mapquest map stating the mileage.
 - 2. The Provider is required to report any changes in the participant's status that affect ADHC Transportation (e.g. Participant moves and no longer resides within 15 miles of the center; family member transports participant to and from the center, etc.) to the case manager/service coordinator immediately. If these types of changes occur, ADHC Transportation will no longer be reimbursable.
 - 3. Drivers employed by the ADHC who transport Home and Community-Based waiver participants must have a valid driver's license and be certified in first aid.
- H. The ADHC Transportation service provider must maintain a participant record containing documentation supporting services provided and billed.

- I. Providers of ADHC Transportation service must use the automated systems mandated by CLTC to document and bill for the provision of services.

Effective July 1, 2009